

Travel & Expense Account Summary

Employee Name John Chiang
Expense Dates 01/18/11-01/31/11
Report Name Jan 3 2011

Request Total \$ 1132.60
Direct Charge Total - 1000.20
Travel Advances - 0.00
Net Due Employee = 132.40

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	Jan 3 SAC 2011	341.40
Regular Travel	JanOakSF2011	463.80
Regular Travel	JanOCSJMonterey	327.40

NOTE: (d)=Direct Charge

DATE	Tue Jan 18	Thu Jan 20								TOTAL
Commercial Air Fare (d)	163.70	163.70								327.40
TOTALS \$	163.70	163.70								327.40

DATE	Thu Jan 27	Fri Jan 28								TOTAL
Commercial Air Fare (d)	165.70	165.70								331.40
Lodging	132.40									132.40
TOTALS \$	298.10	165.70								463.80

DATE	Mon Jan 31									TOTAL
Commercial Air Fare (d)	341.40									341.40
TOTALS \$	341.40									341.40